**First Marking Period- Writing Requirements**

**12th Grade English**

1. Formal writing does not use contractions.
2. Papers indent paragraphs but do not add a space between paragraphs.
3. Students are not to use any indirect pronouns in their writing. Instead, practice concise and descriptive word choice to assure brevity and clarity.

It, he, she, them, they, those, this, that, these, or any other pronoun that evokes any kind of loose connection to the subject.

1. Students are expected to elevate their vocabulary and avoid vague references or specifically, vague words that add nothing to the sentence but instead, beg questions.

* **Things, stuff, normal, crazy, society, good, bad**… other overused words.
* The law created **a change**. (Positive change? Negative change? A directional change?)
* This year’s vacation was **different**. (Is this a positive difference? Different from what? This word creates a lot of distraction and confusion.)

1. Sentence variety is a requirement that must be carefully observed for each page and absolutely managed per paragraph. The rule demands that writers not use the same word or type of introductory phrase twice within a paragraph. Strong writers can manage this skill for a page, at least.
2. Never use exclamation points, bold fonts, or underlining in your writing.
3. Never end your sentences with a linking verb.
4. Semi-colons should be used sparingly and correctly. A semi-colon separates two complete sentences that so naturally follow one another that you feel that it’s only right to keep them together.
5. Practice sentence combination to eliminate ‘slow’ or repetitive writing.
6. Choose your words carefully in each sentence and use as few of them as possible to make your point clear and powerful.

Paper Formatting Requirements

1. All papers are typed.
2. Font – 12
3. Black ink – Times New Roman
4. Double Space
5. One inch margins
6. Respect min/max guidelines
7. Students will use four digit numbers rather than names on papers
8. Papers with more than three spelling oversights earn no credit, no revision.
9. Papers with more than three fragment/run-on oversights earn no credit, no revision.
10. \*\* Papers that extend beyond one page require page numbers and a cover page. See below.

Running Header: TITLE OF PAPER Page #

4 digit #

Original Title

Date handed in (month/day/year)

Mrs. Wagner

Period #

Put in header.

Must be ½ inch from top of page

*Double spaced*

*Center of page*

*Spell out the month*

*Ex. September 5, 2014*

Title must be creative and interesting.

1. period (right) in header.

One page papers must include Title (left) # (center) and class period (right) in header.

Date (day, month, year) 4 digit # Period

Original Title

Put in header

½ inch from top

Original (creative) title goes 1 inch from top of page.